

**Executive Advisory Committee
Office of Child Care
March 26, 2003**

Room 626

Noon – 1:30
Lunch will be Served

AGENDA

- | | | |
|-------|--------|---|
| Noon | Item 1 | Lynette Rasmussen, New Chair for Advisory Board <ul style="list-style-type: none">• Peter Corroon Invited to Position |
| 12:10 | Item 2 | Lynette Rasmussen, Director Comments <ul style="list-style-type: none">• Towne Meeting Schedule and Plans• Advisory Committee Revision• School Age Grants |
| 12:30 | Item 3 | Sub-Committee Reports <ul style="list-style-type: none">• Data & Research• Planning & Development• Public Awareness |
| 1:00 | Item 4 | Elyce Mouskondis, Chair Comments |
| 1:05 | Item 5 | June Retreat Planning |
| 1:15 | Item 6 | April Advisory Committee DRAFT Agenda Items |
| 1:25 | Item 7 | Other Business |
| 1:30 | Item 8 | ADJOURN |

WELCOME

ITEM 1 – New Chair for Advisory Board

Peter has accepted the position of chair to the committee as invited by Raylene Ireland.

ITEM 2 – Director Comments

Town Meeting Schedule and Plans: The schedule for the meetings and a copy of the letter from Representative Calvin Bird were distributed. The letter is being mailed to all Senators and Representatives of the 2003 Legislative Session. Representative Bird will be signing the letters on House of Representative letterhead. OCC will mail in House envelopes. The letter will also be modified and sent to mayors throughout the state. Lynette has contacted providers and has some already lined up for the tours. She also has back up providers. Talking points will be discussed with legislators prior to going to the center / family provider locations. RSVPs will be tracked as they call in.

Advisory Committee Revision: The addition of the new committee members is moving along well. The Head Start Association has appointed Erin Trenbeath-Murray to the committee. Carmen Robinson of Kindercare called expressing interest to fill a center provider position on the committee. Lynette will extend an invitation. There is an opening for a parent of a two-parent household with children in care. Lynette will call an interested party that expressed interest. Deb Wynkoop has been appointed to represent the Health Department. A full list of new members and their term expiration dates will be prepared and augmented as more new members are added. If UACCRRA folds, the CCRR position will have to be reconsidered. Having a CCRR director serve on the board could present a problem in that CCRR get as much as 95% of their funding from the OCC. It would set a president.

School Age Grants:

Attachment – Letter: Grant funds for State Community and Youth Prevention Funds The School Age grant had been written to include elementary, middle, and high school children in after school programs. DWS Finance has informed OCC that the \$450,000 youth prevention money is being used to meet the MOE requirement. Money used under “maintenance of effort” can only be used strictly as it is worded in the grant; which is birth through 12 or through 18 with disabilities. Lynette is sending a letter of explanation to advisory committee and sub-committee members about the changes to the grant. The Youth Connection Grant is being re-written and the notices to providers are being redone. A copy of the explanation letter is in electronic file. All current after-school program grants expire this fiscal year end.

ITEM 3: Sub-Committee Reports

Data & Resesarch: Patrice has been working with Workforce information to better understand the data they gather. She is working on needs information for child care in the state.

Planning & Development: The Provider Achievement program is still being refined. The sub-committee is planning to meet again in April.

Public Awareness: The sub-committee has been working on the legislative tours with the Towne Meetings. Peter noted that he attended the Covering the Uninsured kick off at the Salt Lake Main Library. Children's health care is a crisis in our country.

ITEM 4: Chair Comments

Elyce spoke with Wells Fargo's Board of Directors. They want to do a project and help financially in child care issues. Lynette reported that United Way might be interested in helping with seed money for the Employer's Champion program.

ARUP called Lynette and asked that she share some ideas with them. They want to host a consortium meeting for employers in their industrial park. Linda Mills is to be invited to be involved in this. It is her area of expertise.

ITEM 5: June Retreat Planning

The retreat will held at Nicholas and Company on June 11. The normal advisory meeting will be held prior to the start of the retreat. Lynette suggested sub-committee chairs report on subcommittee progress over the last year and the goals that they had set.

The agenda will include time for new committee members to introduce themselves and also a time for an overview of OCC goals and what has been reached. It is agreed that the new Advisory Committee members should meet together prior to the retreat in an orientation. This will help them be more comfortable before joining everyone at the retreat. **ACTION:** Lynette will set up a meeting prior to the May Advisory Committee Meeting.

A meeting facilitator is not yet confirmed. Lynette is extending the invitation to a DWS employee.

There will be breakout sessions again this year to set goals. A list of projects will be available to review.

There needs to be a board for the 501c3 foundation. Lynette is going to find out from the capital treasurer's office who can serve on the board of trustees and how the fund raising should be handled.

New sub-committee chairs are needed. Committee chairs MUST be voting members of the Full Committee.

ACTION: A list of sub committee attendees for the full FY beginning June 02 so Peter can see who has been consistent in attending.

There was brief discussion of possible vice chair candidates.

ITEM 6: April Advisory DRAFT Agenda Items

Discussion items from this meeting will be included in the April Agenda.

Care about Child Care Report – invite Bob Seltzer to the April meeting. (Robin will invite via email.)

ITEM 7: Other Business

Lynette reported that Deb Wynkoop will be a standing presenter during the Advisory Committee meetings regarding licensing updates. Here presentations will be during the sub-committee reports. Lynette may reciprocate at the Licensing Advisory Board meetings.

Elyce serves in an ex-officio capacity at the quarterly State Council meeting. The next meeting is in April. Peter will try to arrange his schedule to attend with Elyce so he can be introduced as the new chair of the OCC Advisory. Lynette will make sure that Mary Geham has Peter's information to send him a State Council schedule.

ITEM 8

Adjourned

Attachment – OCC Advisory Executive Committee Meeting 3/26/03

March 26, 2003

OCC Advisory Committee and Interested Parties

Subject: Grant funds for State Community and Youth Prevention Funds

Dear Committee Members and Interested Parties:

I am sorry to report that in FY04 the Office of Child Care will not be able to support programs for middle or high school-age youth. Please let me explain why.

There are many checks and balances within the Department of Workforce Services/Office of Child Care to insure accuracy in our grant/contracts process. In the final stages of approval for the “Youth Connections” RFP, our finance department identified a funding oversight that had not previously been recognized by the office or myself. This oversight would have a dramatic impact on the funding parameters for the “Youth Connections” grant.

There are three main pieces to the Child Care Development Fund (CCDF). One of the pieces is called Maintenance of Effort (MOE). These are mandatory funds that the state must contribute in order to receive the CCDF grant. Funds used in this category may only be used to fulfill the requirements of the CCDF grant. The Community and Youth Prevention funds are used as part of the MOE. Therefore, these funds can only be used to support children who meet the definition as outlined in the grant. The Federal Register, vol. 63, no 142, Sub-part C – 98.20 states:

“In order to be eligible for services, a child shall: be under 13 years of age or be under age 19 and physically or mentally incapable to caring for himself or herself, or under court supervision”.

This is very disappointing news to us. I am particularly sensitive to the fact that many community members have given their time and energy to provide the office with guidance and recommendations for these valuable youth funds.

I have spoken to our department finance manager and our executive director to see if there is any alternative that would allow the grant to be released per the recommendations of the Advisory Committee. There are none.

I want to assure you that the full amount of \$450,000 is still available to support school-age programs for children as defined above. The grant has been revised and is on schedule for release.

I appreciate your support and apologize for any inconvenience this decision may cause you. If you have additional questions, please feel free to call me: 526-4341.

Sincerely,

Lynette Rasmussen
Office of Child Care
Department of Workforce Services